

**GENERAL RULES AND GUIDELINES**  
**COPPER STAR CONDOMINIUMS**  
1745 E. GLENN STREET, TUCSON, AZ 85719

In order to achieve and maintain the Copper Star Condominium Owners Association, "Our Association", property in a manner that will establish Our Association as a comfortable and prestigious place to live, the Copper Star Owners Association Board of Directors, "Board of Directors" has adopted the following Rules and Regulations on behalf of all owners.

**ACCESS KEY & GATE REMOTES:** Key opens Laundry facility, Clubhouse, Pool Gates and Walking Gates that exit and enter the community. This key is marked with a "DO NOT DUPLICATE" and are available upon request from the association's management company or from a board member for a nominal fee. See attached "ACCESS KEY REGULATIONS".

**ADVERTISEMENTS/SIGNAGE/MARKETING:** No signage may be publicly displayed on any building premises without written consent of the Board of Directors, other than one "for rent" or "for sale" or "security monitoring" sign per lot/unit not to exceed five (5) square feet, which may be displayed inside unit owner's window and/or inside sliding glass doors. Temporary signs are allowed to be placed at South entrance of property on either side of entrance at grass areas only. Temporary signage cannot be installed into grass or ground, and can consist only of an A-frame type design with sign not to exceed 18" x 24" ie; standard real estate open house sign, and must be removed after each day. One additional temporary sign is allowed to be displayed outside unit being advertised directly outside of unit front door or at base of stairwell for second-floor units, which is to be removed after each day. No temporary signage to be displayed over-night and sign owner to be responsible for removal fee to be determined by board. No additional temporary directional signage to be displayed by unit owners or their agents without consent of Board of Directors. Rules herein to supersede any previous signage rules distributed.

**ARCHITECTURAL CHANGES:** See attached "Architectural Change Guidelines".

**ASSESSMENTS:** Assessments are due and payable on the twentieth (20<sup>th</sup>) day of each month, after which a late charge of 5% plus 15% per annum, calculated daily, of outstanding assessed.

**BARBEQUES:** Charcoal grill available for use at Pool Patio area. Charcoal only to be used to cook food, no wood allowed. Coals to be drenched with water or allowed to burn-out prior to user vacating area. Used coals and debris to be disposed of properly to prevent fires. User assumes all risk and responsibility of use and no user under the age of 18 permitted to use grill. No Barbeques of any kind are allowed to be stored or utilized

on patios or balconies. Grills can be brought on-site and used only in common areas where there is no danger of over-head property in danger of catching fire and users assume all risks associated with usage.

**CLUBHOUSE/EXERCISE ROOM:** The Clubhouse is available year-round 24 hours per day and is accessible by issued Clubhouse/Pool/Gate/Laundry Key, "Access Key". The facilities are maintained for residents and their guests' use only. Your Access Key opens the clubhouse doors allowing access to the exercise equipment and restroom. Please turn off the lights and TVs when you leave. Athletic shoes must be worn when using the equipment. Please do not store food overnight in the refrigerator as it is cleaned out regularly and any food will be discarded. Please clean up any messes that are made and discard any trash in trash receptacles provided. Periodically, the deadbolt will be locked, preventing access to facility by management for repairs, etc. Please do not force the door open if it does not open easily with your Access Key. Please ensure all doors and windows are closed properly upon leaving. Smoking and glass containers are not permitted in the Clubhouse. Do not remove any furniture or equipment from the Clubhouse/Exercise Room.

**COMMENTS/COMPLAINTS:** All comments/complaints by homeowners should be mailed to Paul Ash Management Company "Attention Copper Star Condo's HOA Mgt", 3499 N. Campbell Avenue, Suite 907, Tucson, AZ 85719. If you feel a situation is an emergency and not applicable to a 911 Emergency, call Barry Edberg of Paul Ash Mgt., 502-795-2100 or a member of the Board of Directors.

**DISTURBANCES AND NOISES:** A reasonable consideration of your neighbors is very important. No homeowner shall permit any noise which may annoy or disturb other homeowners. No homeowner shall permit any activity that will interfere with the rights, comfort or convenience of other residents of Copper Star Condominiums, "Copper Star".

A fine of \$200.00 will be assessed against any unit that is red-tagged by the Police Department.

**ENFORCEMENT OF RULES:** Rules and Regulations established by the Board of Directors will be enforced by the Board of Directors, and its designated property management firm.

**EXTERIOR/PATIOS/BALCONIES:** Any additions or modifications to the exterior of your condominium, "condo", must obtain written approval from the Board of Directors Architectural Committee, "Architectural Committee". No objects of any kind may be stored or placed in common areas or outside of the main door of a condo or in the patio/balcony if such item or objects could be blown off patios or could pose a hazard to residents, guests or property. Only patio-type furniture is permitted on patios or balconies. No storage of trash, rubbish, garbage or misc. items are permitted in or around the exterior of the unit. No laundry or fabric of any kind shall be hung out or exposed to

any part of the common areas. Outside clothing, clotheslines, hammocks or other apparatuses are prohibited.

The installation of patio screens for units with patios has been approved by the Board of Directors. The screens must adhere to the approved designs and color. Installation of unapproved screens will necessitate removal and repair of damage caused by the installation and/or removal. Failure to do so will result in further board action.

The following patio screen designs have been approved by the board (SEE SECURITY DOORS SECTION):

Lowe's & Home Depot exterior sun shade  
Roller style  
Woven PVC fabric  
80% UV block  
Brisbane "brown"  
Brand Name "Coolaroo"

**FINES/FEES:** The Board of Directors reserves the right to levy fines for violations of the rules and regulations established on behalf of the Association. HOA Reserve Fund fees to be collected by Association Management Company equal to 3 months of unit's association dues upon the transfer of ownership, paid by new owner of unit at close of escrow, along with applicable transfer fees.

**GENERAL DAMAGES:** Damages to the common area caused by owners, their guests or tenants shall be assessed to the legally responsible condo owner.

**GUEST PARKING:** Guest parking is available in front of the Clubhouse toward the West, and elsewhere through the communities parking lots. Guests parking in reserved spaces will be towed.

**LAUNDRY FACILITIES:** Your Access Key opens the Laundry Facility. It is available 24 hours 7 days per week. The equipment is leased and a percentage of the money deposited goes to pay for utilities. Please treat equipment with care and clean up any messes and dispose of debris in trash receptacles provided. Please ensure all doors and windows are closed upon leaving.

**LAUNDRY EQUIPMENT IN PERSONALLY OWNED UNITS:** Any and all installations of personal clothes washers and dryers must be approved by Board of Directors and requests must be accompanied by "stamped" engineering drawings with preliminary approved City of Tucson permits for installation. Coordination with the Architectural Review Committee during process is required. Unauthorized installation of personal clothes washers and dryers will result in legal action by Board due to the inherit flooding and fire risks associated with improper installations. Inquiries into feasibility of installation can be made by contacting Canyon State Engineers (520) 481-7250.

LEASING: "Lease" shall be defined as any occupancy of a residence by any person other than the owner or the owner's immediate family members, whether or not any consideration is exchanged. Any owner who leases a unit shall remain responsible for compliance with the Rules and shall deliver to the tenant, prior to the start of the tenancy, a copy of the Rules and any amendments hereto.

LIGHTING: We request that you keep your outside lighting "on" all night. These lights should be on sensors and the switch kept on at all times. Lighting is an important safety factor for our community.

MAIL: Do not throw unwanted mail and rubber bands on the ground surrounding the mailboxes. Obtain mailbox key from previous owner or contact management company for replacement (\$40.00).

PETS: No dog, cat or other animal shall be permitted in any common area unless carried or on a leash. Pets are prohibited from the pool area, laundry facility and clubhouse areas except for disability assisting dogs. **Homeowners are responsible for immediately cleaning up any excrement deposited by their pets in the common areas-there are pet stations available at each grassy area on property**, and are also responsible for any damage to the common area caused by their pets. Guests of homeowners owning pets must abide by the same rules as homeowners. Homeowners are responsible for their guests' pets.

POOL: No Diving. Guests are permitted, but must be accompanied by an adult homeowner or tenant. No pets are allowed in or around the pool gated area other than assistive care animals that are clearly identified as such. No person suffering from a communicable disease transmissible via the water may use the pool. No children under 14 years of age are permitted to use the pool, spa, or Clubhouse amenities without supervision by an adult of at least 18 years of age. Suitable swim wear only – no cutoffs. Persons under the influence of alcohol or drugs are not permitted in the pool area. Smoking, gum, and breakable containers (e.g. glass) are not permitted in the pool area. Any cans or other trash must be placed in the trash container before leaving the pool area. Only radios with headsets are permitted. Do not bring or throw any objects into the pool or walkways that may carry contamination, endanger the safety of others, or produce unsightliness. Personal conduct in the pool area must be such that the safety of self and others is not jeopardized. Running or boisterous play is not permitted. Do not remove any furniture from the pool area. Pool/spa hours are limited to 7:00 AM to 11:00 PM. Excessive noise audible from units adjacent to the pool area is prohibited after 10:00 PM. The association reserves the right to fine owners whose tenants are in violation of these rules. The cost of any property damage will be charged to the responsible party/owner. Management is not responsible for lost or stolen articles and reserves the right to deny use of the pool area to anyone at any time.

RED TAGS: Any unit owner's condominium that receives a red-tag by the police department shall be fined \$200.00

**RENTERS:** Tenants, like owners, are required to observe all Rules that have been adopted by the Association. It is required that a statement of this nature be included in the tenant's lease and a copy of the Rules be attached to the lease. The homeowner is responsible for the tenant's and tenant's guests' behavior. The homeowner is responsible for fees, fines, attorney costs, etc. that may be imposed or incurred due to tenant noncompliance with the Rules, Declaration, Bylaws, or other Project Documents.

**RESPONSIBILITY:** Homeowners are responsible for providing all rules to their tenants and guests. Homeowners are responsible for their tenants and guests.

**ROOF ACCESS:** Access to roofs is permitted by only licensed and bonded contractors and/or others receiving permission from the Board or HOA Mgt. Ladders attached to buildings are to be utilized at the discretion of the above and the individuals utilizing the ladders assume all personal risk. It is highly recommended that all individuals utilize appropriate extension ladders which are not stored on site.

#### **SATELLITE DISH OR CABLE REGULATIONS**

1. Homeowner must request a written approval from the Board of Directors or Management Company prior to the installation of any antenna or satellite dish.
2. The installation must be done by a professional dish or cable company.
3. Antennas or dishes may be installed on a roof location so that they are not visible from the street or other units, to the maximum extent possible, and still provide reception of acceptable quality. They may not be attached to, or penetrate the roof, but must be held in place by weight.
4. Any exterior cable must be covered with painted molding and/or cable painted to blend into the background building structure.
5. Antennas or dishes can be no higher than required to assure quality reception.
6. All applicable code requirements must be complied with to minimize safety and fire hazard to housing units, individuals and property.
7. Antennas or dishes may be placed in the patio, but may not be attached to the structure.
8. No antennas or dishes may be placed in any common area.
9. Dishes must be removed upon sale.

**SEASONAL DECORATIONS:** Decorations may be displayed 14 days prior to and must be removed within 14 days after appropriate holidays. For winter holidays, decorations may be displayed 30 days prior. Decorations may not contain inappropriate material.

SECURITY WROUGHT IRON DOORS AND WINDOW BARS: The installation of wrought iron in the front doors has been approved by the board of directors in the styles noted at the end of this section. Security screen and decorative wrought iron must adhere to the approved design and color. Exterior wrought iron must be well maintained. Window bars and installation of any other design for doors must be approved by the board with the following "Architectural Review Committee Submittal Form" being submitted to the board for consideration prior to the purchase or installation. Submittal of the form does not imply automatic board approval. Installation of unapproved wrought iron will necessitate removal and repair of damage caused by the installation and/or removal. Failure to do so will result in further board action.

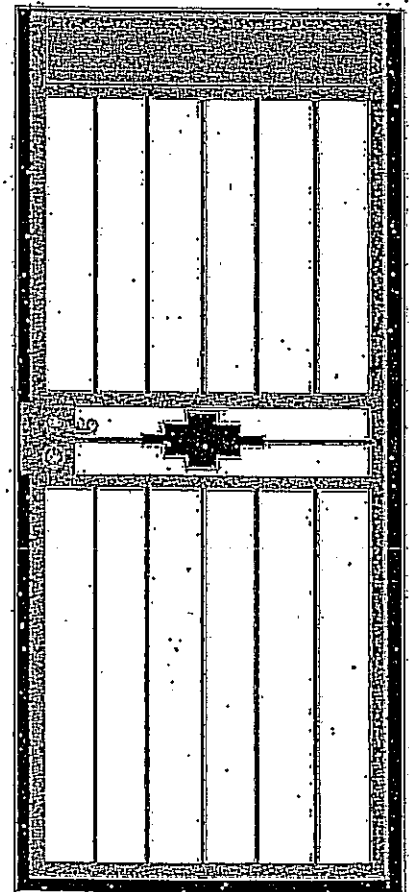
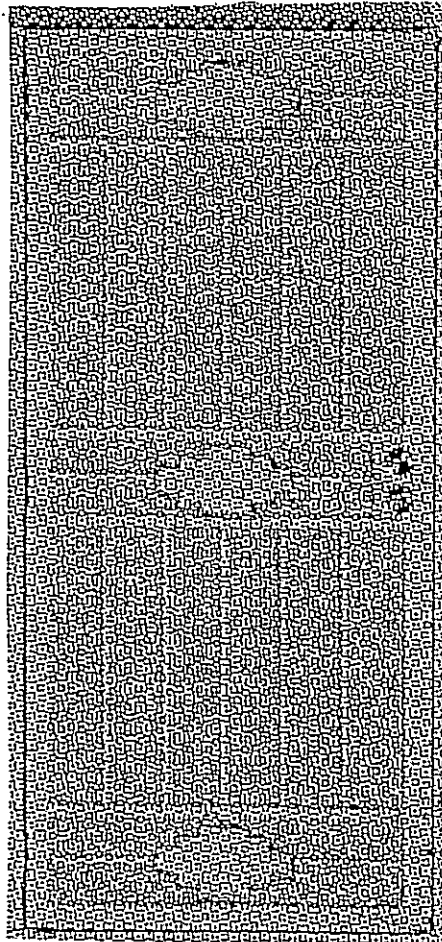
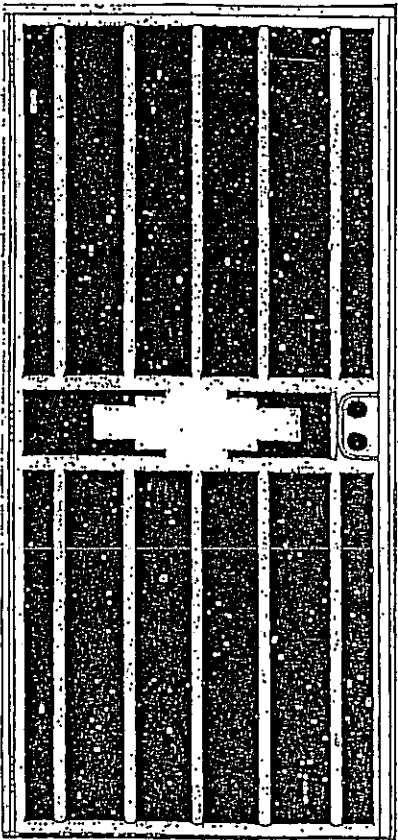
The follow three (3) wrought iron door designs have been approved by the board and must be painted with the following color:

DUNN EDWARDS PAINT-DE6091, Color-Red Hook,  
Lowe's, Ace and Sherwin Williams can supply that color also.

HOME DEPOT-Hacienda Style

LOWE'S-Cherokee Style

SOUTHWEST IRON WORKS



**STORAGE:** Storage of any material by a homeowner, which is visible from a neighboring unit or is excessive or unsightly from the street, is not allowed. Storage includes storage sheds, boxes, shelves, ladders, building materials, miscellaneous parts of any kind, refrigerators, and toys. Storage of any kind, is not allowed in carport or parking areas.

**TRANSFER FEES/RESERVE CONTRIBUTIONS:** The Association's Property Management Company will collect a transfer fee from both the seller and buyer at the close of escrow of any unit that transfers ownership. Changes in the amount of the transfer fees will be established by the Property Management Company and approved by the Board. To inquire on current transfer fees, please contact Paul Ash Management. Reserve Contributions to be charged to new owner at close of escrow of any unit that transfers ownership equal to 3 months HOA fees assessed to the particular unit type and size. Reserve contributions to be held in reserve account by Property Management Company.

**VEHICLES/PARKING:** Residents must park their vehicles in their assigned parking stalls. Storage for anything but roadworthy vehicles and/or using the parking/driveway areas for recreational activities (football, soccer, etc.) is not allowed. Guest parking is for guests only. The association employs the services of a towing company, and requests from any owner will be handled by the towing company. The towing company's fee for recovering impounded vehicles is posted on signs located across the parking lot and is subject to change at any time. Owners/residents may also contact the property manager or the on-site assigned staff to have a wheel clamp placed on any vehicles parked in their space during working hours, if they are available. The fee for removal of the clamp is \$50, to be collected by the property manager. Owners/residents may employ either of these services at their discretion. No maintenance repairs of vehicles will be allowed on the parking areas, blacktop, or common areas. No unregistered vehicles that are not roadworthy may be parked at the community. No RV's, boats/watercraft, trailers, etc. are permitted to park on the premises.

**WASTE DISPOSAL:** All garbage and refuse should be secured in plastic bags before placing in refuse container. Landscaping from backyard units is your responsibility to bag and dispose of in the same manner. Waste should not be placed outside your unit at any time. Large items (furniture, mattresses, appliances, etc.) or hazardous waste should not be placed in the dumpster or dumpster areas.

**WI-FI/INTERNET ACCESS:** Copper Star Owners Association has elected to install high-speed internet repeaters throughout the community to enable owners and guests to access the internet wirelessly. An analysis was completed to ensure that each area of the community receives a sufficient signal. In order to access the signal, your computer must have wireless capability and the current access info is as follows:

Login: user

Password: copperstar1745

The Association makes no claim that this service will be uninterrupted and utilize Freeway Networks as the provider of our Cox Communications Wi-Fi signal. All applicable State and Federal laws must be abided relating to downloading and uploading/accessing users utilize service at their own risk and responsibility. The Association is not responsible for any aspect other than ensuring signal is broadcast

**WINDOW/SLIDING GLASS DOOR COVERINGS:** Any and all windows or sliding glass doors, visible from common areas, can have the following interior coverings: well maintained white or off-white blinds and or cloth draperies. No foil or other off-color covering to be visible from exterior common areas. At no time will exterior covering of windows or doors be permitted unless otherwise agreed to in writing with the Board.

The Copper Star Board of Directors reserves the right to change/modify any rule or regulation established on behalf of the Association.

We recommend all homeowners read their covenants, conditions and restrictions and HOA declarations (known as CC&R's) and By-Laws.

### ARCHITECTURAL CHANGE GUIDELINES

1. **Permit Requirements:** Before any work is done involving any building modification of your cond, patio, patio walls, street area way or any exterior surface, **the homeowner shall submit a written description of the proposed work, using the attached Architectural Change Request Form, to the Chairperson of the Architectural Committee.** The Architectural Committee will review the request as soon as possible. If the Committee rejects the request, final appeal may be addressed to the Board of Directors.

**The written request shall contain the following information:**

- Name, address and telephone number of the applicant
  - Lot number
  - Size of the improvement (height, length, width)
  - Materials to be used – Only those additions, modifications, or changes compatible with the design character of the original building will be considered. All materials used shall be the same as, or compatible with, the materials used on the original building. These additions, modifications or changes must be kept in good repair so as not to adversely affect the integrity of the building and complex.
  - Include a sketch or blueprint of the proposed work; or, submit a photograph of a similar completed project.
  - Include a proposed drainage plan, if drainage is a problem.
  - Submit sales brochures or other descriptive literature.
2. **Alterations and Modifications of Request:** Alterations/modifications of the original submitted request must be resubmitted for approval **before** project progress.



3. **If Permit is Approved:** The following guidelines must be observed:
  - a. The project must not be started before the request is approved. If it is, and the subsequent request is denied, the Homeowner will be required to remove the modification. (See appeals process described in item 4 below).
  - b. The project must be completed within 90 days after approval date. If additional time is needed, an extension request must be submitted to the Architectural Committee for approval.
  - c. If there is a modification to the original proposed project during construction, approval for changes must be obtained from the Architectural Committee.
  - d. For "Final Inspection" see number 6 below.
  
4. **If Permit is Denied:** Work **cannot** be started on the project. If, however, the Homeowner wishes to appeal the denial, the procedure listed below must be followed:
  - a. Homeowner must file a written request for appeal with Architectural Committee Chairman within 30 days.
  - b. Architectural Committee Chairman will place appeal on the agenda of the next board meeting.
  - c. Homeowner must appear at the board meeting to present his/her case.
  - d. Board discusses appeal then votes to approve or deny it. Should Homeowner not appear, the appeal will be denied.
  - e. However, should an emergency arise and the homeowner cannot attend the board meeting, a one time postponement can be made to reschedule the appeal for the following board meeting. If the homeowner is absent at this meeting, the Request for Appeal will be automatically denied and any unauthorized modifications must be removed within 30 days of the date of the denial.
  
5. **Outside storage buildings:** No outside storage buildings shall be constructed on any portion of any lot.
  
6. **Final Inspection:** The Architectural Committee shall inspect the work when it is completed. If it does not comply with the information on the request, the Homeowner shall make the necessary compliance correction.

#### ACCESS KEY & GATE REMOTES REGULATIONS

1. Access keys and Gate remotes are assigned by the Board of Directors to owners and may be distributed by the Association Management Company and or Board Members.

2. Upon moving, it is **required** that the Access Key and Gate Remotes be surrendered to the new owner, returned to the association property management company or to a board member so it can be re-assigned.
3. All owners are responsible for their Access Keys and Gate Remotes, and those of their tenants.
4. Access Keys and Gate Remotes are only for residents who live at Copper Star Condos.
5. Each Access Key is inscribed with the words DO NOT DUPLICATE and duplication by any unauthorized personnel is prohibited. Gate Remotes have their own unique id number and are not to be duplicated or tampered with.
6. Those who do not reside here year-round are requested not to give your Access Key or Gate Remote to anyone else **while** you are away, unless your unit is rented.
7. To replace a lost Access Key or Gate Remote, the following procedure will apply:

Payment of \$25 per key and \$40 per remote which is **non-refundable**.

Fill out and sign a Lost Key / Remote Request and Authorization form, which is to be obtained from either a board member or the association management firm.

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